

May 7, 2002

TO: Dottie Kingsley
FROM: Howard W. Bell, Jr.
RE: Update Report

The following is an update of progress on Track 2 of the Pell-IRS study. More specifically during the past seven days the following has been accomplished:

- 1) Have made substantial progress towards completing the interviews with the contacts at the QA and Non-QA Schools. More specifically, have:
 - a) Scheduled interviews with the four Quality Assurance (QA) Schools and three non-QA Schools.
 - b) Completed interviews with the contacts at three of the QA Schools. The last of these interviews is scheduled to occur on May 14th.
 - c) Completed interviews with the contact at one of the non-QA Schools. The last of these interviews will occur on May 13th.
 - d) Kasia has completed an initial draft of the Boston University teleconference interview with Leslie Bridson using the interview template that I created last week.
 - e) Scheduled a meeting with Amanda, Kasia, and Shannon to compare and analyze the information obtained from the interviews with the QA and Non-QA Schools for:
 - i) 1:00PM on Tuesday May 14th to review the first six interviews, and
 - ii) 4:00PM on Tuesday May 14th to incorporate the information from the final interview.
- 2) Have worked with Amanda Wingo to develop, in MS Word, a draft outline for the One-Day Symposium. Amanda sent a copy of this to you this morning in an email with the subject line – “Symposium Notes_Draft”.
- 3) Have worked with Amanda Wingo to develop an overview component and a Track 2 component for the Steering Committee Dog and Pony Show. Kasia Kozaczuk has been asked to add the Word file outline to the PowerPoint presentation. The Word file is located in the PAD\IRS-Pell\Best Practices folder under the file name “Track 2 Steering Comm Presentation.doc”.

- 4) Continue to leave messages for Linda Paulsen, in the CFO's office, and Pat Howard, the local OIG contact. To date I have received no callbacks.
 - a) Linda Paulsen responded by email that she would be available to talk on May 1. I called her office and left voicemail messages on May 1, 2, and 7.
 - b) Pat Howard is the local OIG contact name that we received from Sherri Demmel. Voicemail messages were left for Mr. Howard on April 30th and May 7th.
- 5) Have spoken with Jeremy Cox on two occasions since April 30th. He has promised to send me names of contacts at the Social Security Administration and Medicaid by email.
- 6) We have completed an initial review of the current processes in place at FSA to prevent and detect errors in the Title IV program especially the Pell program.
 - a) At my request Kasia Kozaczuk is preparing an initial draft of baseline practices currently in place at FSA to verify student FAFSA information.
 - b) Shannon Blumer has completed her revisions, based on discussions with Macro, of the flow chart initially prepared by Kasia of the Verification System Analysis.

Cc: Joseph Willey